REQUEST FOR PROPOSALS

San Mateo County Smart Corridors Project

Incident Response and Arterial Traffic Signal Coordination

Release Date: 9/17/2013

Proposal Due Date: 10/24/2013

City/County Association of Governments
San Mateo County
555 County Center, 5th Floor
Redwood City, California 94063-1665

I. INTRODUCTION

The City/County Association of Governments (C/CAG) of San Mateo, in partnership with the California Department of Transportation (Caltrans), is requesting proposals from traffic engineering consultants for traffic operations analyses to supplement existing procedures for managing freeway incidents or major events. The primary objective of this contract is to provide traffic signal timing plans for local arterial coordination during periods of freeway detours to the local arterials and determine when the plans would be initiated. The proper operation of the local arterials is the most critical part of the San Mateo Smart Corridor Program.

C/CAG, on the behalf of its member agencies, and Caltrans District 4 shall act as the Contract Administrator. Caltrans District 4 will act as the Technical Manager and as the Business Manager. All communications regarding this RFP unless otherwise specified by C/CAG shall be in writing through the Contract Administrator.

II. BACKGROUND

PROGRAM BACKGROUND

The City/County Association of Governments of San Mateo County (C/CAG) and the San Mateo County Transportation Authority (SMCTA) in conjunction with the Caltrans District 4 has initiated an effort to address the operation of US-101 and arterial roadway network in San Mateo County. The San Mateo County Smart Corridor Program is intended to benefit a variety of users including commuters, local traffic, and commercial vehicle and transit operators.

A Traffic Incident Management Committee (TIMC) was formed to identify and evaluate projects under the Smart Corridor Program. The TIMC is comprised of representatives of local agencies, Caltrans District 4, California Highway Patrol (CHP), Metropolitan Transportation Commission (MTC), San Mateo County Office of Emergency Services (OES), and San Francisco International Airport (SFO) as well as C/CAG and SMCTA. The TIMC focus is to increase coordination between Caltrans District 4, CHP, local agency public safety, and local agency public works staff when incidents occur on US-101, and significant amount of traffic is expected to exit the freeway and use local streets as an alternate.

In addition, a Steering Committee was established as the decision-making body of the Smart Corridor Program. Members include the Caltrans District 4 Division Chief of Operations, the MTC Director of Highway Operations, the San Mateo Public Works Director, the SMCTA Program Director, and the C/CAG Executive Director.

The Smart Corridor Program will enable stakeholders to implement traffic management strategies through the deployment of Intelligent Transportation System (ITS) elements along state routes and major local streets. These routes will have the tools to manage recurring and non-recurring traffic congestion and improve mobility during normal operating conditions, major freeway incidents, and special events. The development and successful implementation of this project will serve as a roadmap for the long-term direction of ITS deployment in the region.

The objectives of the Smart Corridors Program are as follows:

- Proactively manage traffic on local streets that has diverted off the freeway due to a major incident on US-101 or other freeway;
- Proactively manage traffic on local streets during normal operating conditions;
- Minimize the delay that traffic experiences on local streets during major freeway incidents;
- Instrument local streets and provide traffic managers and operators with the tools to proactively manage diverted traffic due to an incident;
- Enhance the communications and coordination between local agency public safety, Caltrans District 4, CHP, and local agency public works to create a regional approach to managing incident traffic; and
- Enable local agencies to share information and control strategies to enhance traffic management both during an incident and under normal operating conditions.

In 2009, a Concept of Operations was completed for the Smart Corridor Program. The purpose of the Concept of Operations was to define the roles and responsibilities of stakeholders in the Smart Corridor, their relationships to each other and overall how the system is envisioned to operate. The Concept of Operations is technology-independent. It does not describe how the technology operates, but instead describes the roles and responsibilities of the agencies. Caltrans District 4 is responsible for managing the corridor during freeway incidents including local agency traffic signals. Caltrans District 4 is also the technical lead and is responsible for the overall design and implementation of Smart Corridor Projects.

In 2009, a Systems Engineering Management Plan (SEMP) was completed for the Smart Corridor Program. The purpose of the SEMP was to:

- Identify the stakeholders and further define their roles/responsibilities
- Document the process to be followed in developing, installing, operating and maintaining the system
- Specify the documentation requirements for the system
- Document the management controls that will be used to manage the project

After the SEMP and Concept of Operations were completed, C/CAG with input from stakeholders established Smart Corridor Routes. The Smart Corridor Routes are **alternate routes** consisting of state highways and local arterials expected to accommodate traffic diverted off the freeway due to a major incident on US 101.

PROJECT BACKGROUND

The Smart Corridor Project is intended to meet the objectives of the Smart Corridor Program; this consists of the upgrading of traffic signal controllers and/or cabinets and signal operation software systems along key corridors and alternate routes. In addition, the installation of closed-circuit television (CCTV) cameras, trailblazer signs (TBS), and arterial dynamic message signs (ADMS), throughout the corridor allows the stakeholders to monitor and manage traffic flow on local streets, enabling them to do the following:

- Monitor traffic on local streets during normal operating conditions and during freeway incidents;
- Share data and video between agencies to create a regional partnership to manage traffic;
- Coordinate operations between Caltrans District 4 and local agencies during major incidents; and,
- Locally manage traffic during normal operating conditions.

The San Mateo County Smart Corridors Project focuses on a portion of the US-101, SR-84 (Woodside Rd), SR-109(University Ave), SR-114(Willow Rd) and SR-82 (El Camino Real) corridors including major local streets identified as **alternate routes**. Caltrans District 4 will be responsible for managing alternate routes during major freeway incidents. The successful implementation of this project will serve as a roadmap for the long-term direction of ITS deployment in the region.

Design of the Smart Corridor project commenced January 2010, with the work divided into five smaller projects:

- **Project 1**-(San Mateo Demonstration Project) This project upgraded the communications network and installed ITS devices on El Camino Real and local streets within City of San Mateo. Project has been completed.
- **Project 2**- This project upgrades the communications networks and installed ITS devices on local streets. Construction scheduled to be completed in November 2013.
- **Project 3**-This project installs communications networks and ITS devices within Caltrans Right-of-Way north of Whipple Ave. The communications network installed in this project includes the main fiber optic backbone as well as the connections to the BART communications network, to the Caltrans District 4 Transportation Management Center (TMC) and the San Mateo Hub. Construction scheduled to be completed in November 2013.
- **Project 4**-This project involves the integration of ITS devices, communications networks and traffic signal systems to meet the project needs. C/CAG has requested Caltrans District 4 to be technical lead for this project. This project is subdivided into three major activities as described below:
    - 1) Provision of centralized traffic signal system including traffic signal controllers. The Project Agencies selected KITS developed by Kimley-Horn and Associates.
    - 2) Provisions of system integrator services to support Caltrans District 4 efforts to integrate devices and communications networks into a system. The Project Agencies selected Iteris Inc. to support Caltrans District 4 and C/CAG.
    - **3) Provision of traffic engineering services for incident response plans for the alternate routes, which this RFP addresses**

These activities will be concurrent with the goal of completing the work and beginning operations of the system by August 2014.

- **Project 5** - This project installs communications networks and ITS devices within Caltrans Right-of-Way south of Whipple Ave. Construction scheduled to be completed in February 2014.

Approximately 250 traffic signals in San Mateo County, including those operated by Caltrans District 4, are affected by the project. The communications network will be a mix of fiber optic cable, wireless and twisted-pair communications with the connection from San Mateo to the Caltrans District 4 TMC in Oakland. (See Section VIII. for more information.)

KITS will manage all traffic signals. The vendor and Caltrans District 4 will be responsible for the installation of the central management system and traffic signal controllers in the field.

Cameleon ITS Video System implemented by the Bay Area Video Upgrade (BAVU) will manage the CCTV cameras. Caltrans District 4 is responsible for integrating the CCTV cameras into Cameleon ITS Video System.

Caltrans District 4 ATMS or Skyline Envoy will manage the TBS and ADMS. Caltrans District 4 is responsible for integrating the TBS and ADMS into ATMS or Skyline Envoy.

Cameleon ITS, ATMS and KITS will remain independent systems for the foreseeable future.

All field elements will be connected to the San Mateo Hub (Hub) at the San Mateo Police Department station, which will be linked to Caltrans District 4 TMC.

Project Agencies

City of San Carlos	City of Millbrae
County of San Mateo	City of Burlingame
Caltrans District 4 **	City of San Bruno
City of San Mateo	City of Redwood City
City of Belmont	City of Menlo Park
City of Atherton	C/CAG
City of East Palo Alto	

** Overall System Administrator, Technical Lead

Project Team shall consist of select representatives from the Project Agencies and other Project Consultants. The Project Team will recommend approval of submittals to the Project Manager. The Project Manager shall act as the primary point of contact with all agencies unless otherwise notified. All meetings with the Project Team shall be assumed included.

Stakeholder Workshops shall be defined as a presentation and subsequent discussion involving representatives from all Project Agencies with the purpose of informing all stakeholders and gathering input. Each presentation shall include a PowerPoint document with large poster-sized diagrams/maps as needed to aid discussion and collaboration. Stakeholder workshops will be held in San Mateo County or at Caltrans District 4. Stakeholder workshops will be scheduled and organized by C/CAG.

Relevant Documents for RFP

The following technical documents are available electronically on the C/CAG website:

- Concept of Operations (Updated Version)
- System Engineering Management Plan (Updated Version)
- System Diagrams
- Smart Corridor Routes and Device Map
- Trailblazer Sign (TBS) Details
- Sample MOU(s)

III. SCOPE OF WORK

Task 1: Contract Management

The Consultant shall meet with the Project Team to review and refine the scope of work, project objectives, process, and deliverables (work product). The Consultant shall establish a project work plan, identify potential issues, and coordinate with the Project Team to minimize impact to the public.

The Consultant shall be responsible for documenting each meeting and distribution of the resulting documentation. For the purpose of this proposal, monthly meetings at Caltrans District 4 or San Mateo County shall be assumed.

The Consultant shall prepare a monthly progress report on open/assigned tasks and invoices. Each progress report or invoice must be in the format approved by the Project Manager and must be submitted no later than the tenth day of the month after which Services have been performed.

The Consultant shall maintain a project schedule and shall prepare each revision to the schedule as necessary. The current version of Microsoft Project or approved equal shall be used for updating the schedule.

Task 1 Deliverables

- Progress Reports
- Revised Project Schedule

Task 2: Collect Data

The Consultant shall collect relevant documents from the Project Manager. The Project Manager as the primary point of contact between each agency and the Consultant will request the appropriate information from Project Agencies.

Relevant documents to be collected include the following:

- Signal Timing Records
- Traffic Signal AS-Builts **
- Turning Movement Counts (Less than 3 years old) **
- Traffic Counts on local streets and freeways (Less than 3 years old) **

- Traffic Studies (Less than 3 year old) **
- Trafficware Synchro 6/7/8 Models (Less than 3 year old) **

** Subject to availability

Consultant shall develop an inventory list of all information obtained for each traffic signal location or alternate route.

Task 2 Deliverables

- Inventory list of collected information

Task 3: Conduct Traffic Counts

Consultant shall conduct demand counts for peak-period turning movement, pedestrian and bicycle counts at up to 55 critical intersections to supplement existing data. All counts shall be taken during times-of-day and days-of-week that are representative of the times and days for which coordination plans shall be developed. The locations shall be determined based on input from the Project Team, initial development of the incident response framework (Task 4) and available data. Consultant shall obtain prior approval before conducting any counts. Any additional counts have to be approved by the Project Manager at the negotiated rate.

Task 3 Deliverables

- Vehicle demand counts

Task 4: Development of Incident Response Framework

The Consultant shall develop an incident response framework for the Smart Corridors Project based on input and guidance from the Project Team and existing policies, procedures, agreements, stakeholders and roadway conditions. This framework shall serve as a guide during the development of the incident response plans and subsequent documents.

The Consultant shall perform the following as part of the process to develop the incident response framework:

-
- Conduct a field review at critical intersections (intersection of parallel and crossing alternate routes) and critical locations along previously approved Smart Corridor Routes to verify operational conditions, noting factors that are expected to affect progression of vehicles.
- Review the following:
  - Standard Caltrans operating procedures
  - Traffic signal operations guidelines
  - Interagency communications guidelines for freeway events s
  - Memorandum of Understanding (MOU)
  - Signal system applications and controller firmware functionality
  - ATMS/Skyline Envoy and BAVU functionality

- Data and information collected as part of Task 3
- SEMP Documents
- Concept of Operations

The framework shall include the following:

- Field observations
- Operational considerations and limitations
- Operational strategies and alternate route schemes
- Maps and diagrams
- Operational procedures
- Measures of effectiveness/performance measures
- Project approach and updated schedule
- Recommended updates to Concept of Operations and SEMP Documents
- Updates to interagency communications guidelines for freeway events
- Format and requirements of subsequent submittals

The Consultant is not expected to revise existing systems and procedures for managing freeway incidents or major events. The Consultant shall take into consideration existing procedures that could have an impact on incident response plans and identify any potential issues. The framework shall be documented in a technical memorandum.

Task 4 Deliverables

- Two stakeholder workshops
- Draft incident management technical memorandum
- Final incident management technical memorandum

Task 5: Development of Simulation Models

Using the information collected in Task 3 and the incident management technical memorandum, the Consultant shall develop simulation models using Synchro 7 or later. Simulation models shall be used to develop and evaluate traffic signal timing plans to support incident response plans. The use of aerial photographs and/or project plan as-builts is acceptable. The Consultant shall calibrate the simulation models to maximize the accuracy and reflect existing conditions. The Consultant shall prepare a technical memorandum detailing key assumptions, parameters and limitations of the simulation models.

Task 5 Deliverables

- Draft simulation model technical memorandum
- Final simulation model technical memorandum
- Draft simulation models
- Final simulation models

Task 6: Development of Incident Response Plans

The Consultant shall develop detailed incident response plans for each identified scenario. Each incident response plan shall include proposed traffic signal timing plans and TBS control plans. The incident response plans shall be based upon the incident response framework and approximation of potential demand due to an incident based on available data and observations by Project Agencies and the Consultant. "Normal" signal timing plans shall remain unchanged. Development of optimal traffic signal timing plan for incidents shall include analyses of signal grouping; phasing and phase sequence, including conditional service; cycle lengths, splits, offsets, and any other factors identified in Task 4. The Consultant shall summarize the potential impacts of the incident response plans and key assumptions in a technical memorandum and update as necessary throughout the development process. The Consultant shall be responsible for notifying the Project Manager of any existing signal timing parameters that may need to be revised as direct result of proposed incident signal timing plans. The Consultant shall assume any existing signal timing parameter needing to be adjustment shall be revised by the appropriate agency unless otherwise notified. After the incident response plans have been approved, the consultant shall update all signal timing records in form acceptable to the respective agencies.

The Consultant shall develop a plan matrix for review prior to finalizing signal timing and TBS control plans.

Note: Caltrans will update timing records at Caltrans operated/maintained locations. The Consultant shall provide proposed timing parameters to Caltrans in agreed upon format.

Task 6 Deliverables

- Draft plan matrix
- Final plan matrix
- Draft technical memorandum
- Final technical memorandum
- Stakeholder workshop
- Final simulation models with incident signal timing plans
- Updated traffic signal timing records

Task 7: Development of Operations Manual

The Consultant shall develop an operations manual for Caltrans District 4 to implement the approved incident response plans and supplement existing operational procedures. This manual shall consist of the following:

- Incident response plans for each specific type and location of incident and associated actions as defined in previous tasks.
- Operational procedures for Caltrans District 4 ** and other stakeholders
- Relevant documents developed as part of this project

** The Project Team will provide operational procedures and necessary details for each control system requiring operator interaction.

Task 7 Deliverables

- Draft Operations Manual

- Final Operations Manual

Task 8: Implementation of Incident Response Plans

TASK 8 IS OPTIONAL. FEES SHALL BE PER INTERSECTION.

The Consultant shall assist Project Agency staff to input the new parameter and timing values to each impacted traffic signal controller. Implementation will be done from central locations (City Halls, San Mateo Hub, or D4TMC) through KITS. Implementation of the sign control plans into sign control system will be done by Caltrans District 4 staff.

Task 8 Deliverables

- Implementation of parameters (Up to 250 intersections)

Task 9: Normal Operations Signal Timing Analysis

TASK 9 IS OPTIONAL. FEES SHALL BE PER INTERSECTION.

The Consultant shall develop and implement revised signal timing for normal/day-to-day operations at selected intersections along alternate routes. The Consultant shall perform the following tasks:

- The Consultant shall conduct demand counts for peak period turning movement counts at all study intersections, including pedestrian and bicycle counts, and seven-day 24-hour machine counts (ADT Counts) at strategic locations to determine periods of coordination. All counts shall be taken during times and days that are representative of the times and days for which coordination plans shall be developed.

- The Consultant shall conduct a field review to observe typical traffic patterns during the peak periods for which coordination plans shall be developed. The Consultant shall note critical factors that are expected to affect signal progression. The Consultant shall record the travel time along the primary arterial. A minimum of three runs shall be conducted for each direction for each peak period. Travel time shall be conducted using the floating-car method.

- The Consultant shall develop recommendations of optimal initial and actuated settings; time-of-day coordination plans and hours of coordinated operation; and transit signal priority plans and hours of operation, if applicable. Development of optimal time-of-day coordination plans (minimum of 3) shall include analyses of signal grouping; phasing and phase sequence, including conditional service*;* cycle lengths, splits, and offsets. The Consultant shall summarize recommendations in a technical memorandum. The Consultant shall modify simulation models developed in previous tasks to finalize signal timing to be implemented. The memorandum shall also include a comparison of existing and proposed timings. The Consultant shall finalize the memorandum based on comments received from the Project Team.

- The Consultant shall prepare for review and approval timing sheets based on the approved timing plans. The Consultant shall revise the timing sheets based on comments received from the Project Team.

- The Consultant shall assist Project Agency staff in the selection of parameter values and implementation of said parameters from a central location. The Consultant shall verify the accuracy of parameter values in the field and update all documentation. Any data collection for use in revising parameter values shall be conducted during times and days that are representative of the times and days for which coordination plans were developed. The Consultant shall record the travel times for comparison against existing conditions.

Task 9 Deliverables

- Updated simulation models
- Updated traffic signal timing records
- Assistance to Project Agency Staff in the field
- Monitoring operations and collection of travel times
- Draft Technical Memorandum
- Final Technical Memorandum

Document Submittal Requirements

All document submittals shall include the following:

- Ten (10) hard copies
- Original files
- Adobe Acrobat version

Original files and Adobe Acrobat copies shall be provided to the Project Manager on a CD/DVD and shared on a secure access FTP.

IV. RFP Submittal

Addenda, if issued, will be sent to known holders of this Request for Proposal (RFP) and posted on the C/CAG website. Each Prospective Proposer is solely responsible for acquiring all necessary information, addenda and/or materials. Information provided by C/CAG is being provided as such and C/CAG is not responsible for its accuracy and completeness. Each Prospective Proposer is responsible for determining field and central site conditions.

Questions regarding this RFP shall be submitted in writing no later than 10/04/2013. C/CAG shall provide email responses to questions and post responses to all questions on the C/CAG website no later than 10/14/2013. Proposals or unsolicited amendments to Proposals arriving after the proposal due date will be rejected as not meeting the mandatory requirements of this RFP. To withdraw a proposal, a Prospective Proposer must submit a written request to C/CAG. After withdrawing a previously submitted proposal, a Prospective Proposer may submit another proposal at any time up to the deadline for submitting proposals. C/CAG shall not accept any amendments, revisions, or alterations to proposals after the deadline for proposal submittal unless such is formally requested, in writing, by C/CAG.

C/CAG is not liable for any costs incurred by a Prospective Proposer before entering into a formal contract. Costs of developing the proposal or any other such expenses incurred by a Prospective Proposer in responding to the RFP, are entirely the responsibility of the Prospective Proposer, and shall not be reimbursed in any manner by C/CAG.

The proposal should be mailed, delivered or e-mailed to:

City/County Association of Governments (C/CAG)
555 County Center, 4th Floor
Redwood City, CA 94063
Attention: Parviz Mokhtari, P.E., Project Manager
Phone:408-425-2433
Fax: 650 361-8227
E-mail: pmokhtari@smcgov.org

C/CAG accepts no responsibility for the timely delivery of materials and each Prospective Proposer is solely responsible for acquiring necessary information, addenda and/or materials. Any false statement(s) by a Prospective Proposer will void the proposal and eliminate the Prospective Proposer from further consideration.

Proposals must be received NO LATER THAN 5:00 P.M 10/24/2013. Late proposals shall be rejected and returned unopened to the Prospective Proposer. The deadline is absolute and proposals received after the due date and time shall not be considered. A Prospective Proposer must select a method of delivery that ensures the proposal will be delivered to the correct location by the due date and time.

Submittal Requirements

Each proposal shall be no more than 80 bound pages, excluding resumes of staff members, promotional material, project experience and references. Dividers, covers and letters of transmittal will not be included in the page count. Each page shall be 8.5"x11", single sided, single- or double-spaced, use 12-point Times New Roman font, and have a 1" margin on each side; foldout pages shall not be submitted. Each page shall be sequentially numbered and a table of contents shall be provided.

Original

One (1) original proposal document shall be submitted. This document shall include an ink-signed cover letter signed by an authorized representative of the firm committing to provide the services within the proposed RFP and stating it is applicable to this project. Failure to furnish this original proposal document shall result in disqualification of the proposal.

Copies

Ten (10) copies of the proposal shall be submitted. Each copy shall meet the same requirements as the original. Each copy need not include the cover letter.

Executive Summary

Provide a summary of the proposal and benefits of selecting company to perform requested services.

Project Understanding/Approach

The proposal shall demonstrate an understanding of the project objectives and the approach taken to implement all of the major elements of the scope of work. **The approach shall include potential strategies and considerations specific to the project.**

Include any additional task(s) that may add value to the project. Identify items considered to be high-risk and any proposed measures to mitigate these risks. Identify key assumptions for clarification. The proposal shall include detailed scope of work document based on contents of this RFP.

Schedule

Provide a project schedule, including at a minimum, those tasks outlined the proposed scope of work. The schedule should also include milestones and proposed meetings/deliverables.

Experience

Identify any past experience and history the firm has had performing this type of work (city, county and state levels). Provide detailed information on at least two projects with similar work. These reference projects should be of comparable size, scope and magnitude where the above

proposed approach/methodology was successfully implemented within the past 5 years. The proposal should also provide lessons learned based on experience with similar projects.

Company Profile

Provide a company profile describing company history, number of years the organization has been in business and capabilities. The company profile information should be detailed and complete, and include the following information:

- Name of company, mailing address, phone number, and fax number of the Proposer's principal place of business. Background of the company including a brief company history, other names the company has utilized in the past, companies that have merged or affiliated with the Proposer.
- Mailing address, phone and fax number of the office in which the Proposer's team will work.
- Mailing address, staffing and degree of participation in project by any other firm or subcontractor.

Qualifications

Identify the qualifications of staff assigned to perform the work. Brief resumes of key staff should be included. The proposal shall designate a Project Leader who will provide a single point of contact for the management and coordination of all aspects of the work. The Project Leader shall be responsible for coordinating and tracking all deliverables, communication with the Project Manager, and reporting of results and recommendations. Identify the task leads and backup individuals. All staff including those from subcontractors and vendors shall be clearly identified with their roles defined as well as their proposed work location during the project. Estimate the percent of onsite time expected by key staff. Staff on the Proposer's Team shall be licensed for all applicable professional discipline(s) requiring license.

Deliverables (Product)

Identify documents to be provided under this project. Identify products to be used in performing tasks. Provide supporting documentation or examples of past work that demonstrate potential deliverables will meet or exceed requirements described in this RFP.

References

Provide a list of relevant projects (minimum 2) completed within the last five (5) years, including project description, client (with contact information), location, service provided, value of service, and key personnel.

Cost Proposal

Provide a cost proposal (sealed separately from written proposal). The cost estimate shall include personnel names, classification, hourly rates, overhead rates, and any other cost items.

Use Cost Proposal (Section VII.) to complete your cost proposal. Detailed cost breakdown will be requested at a later time. One signed copy of the cost proposal is required to be submitted.

V. Selection Process

An initial assessment will be made to ensure that a proposal is compliant with the RFP requirements and contains the required forms and information. An incomplete proposal will be disqualified at the option of C/CAG. The Project Team will then assess the technical quality of each proposal based on the technical evaluation criteria below. The Project Team will rank the proposals and determine the top technically ranked Contractor. If requested by the Project Team, C/CAG will either conduct formal interviews or request additional information. C/CAG reserves the right to not conduct interviews provided the Project Team has adequate information to rank the proposals. If a proposal includes an offer of services in addition to those required by and described in this RFP, these additional services will be considered and could be added to the contract at the sole discretion of C/CAG.

Following the technical evaluation, a cost evaluation will then be performed to ensure the cost information is complete, reasonable and within potential budget.

Subsequent to selection of a proposal, C/CAG will finalize the scope of work and draw up a contract reflecting the terms and conditions of the proposal plus the standard liability, insurance requirements and contingencies. The selected Proposer shall be prepared to enter into a contract agreement similar to the attached. C/CAG reserves the right to negotiate any terms of the contract with the selected Proposer.

C/CAG reserves the right to reject all proposals, and not enter into any contract. Specifically, C/CAG reserves the right to terminate this procurement at any time if it determines this will be in the best interests of C/CAG.

VI. Evaluation Criteria

Evaluation to be based on:

Project Understanding and Approach

Depth of Proposer's understanding of the project goals and requirements; general approach to the achievement of the project goals; ability to meet or exceed requirements as detailed in this RFP; Organization of technical information and data. Logic, clarity of work plans (scope of work document) and proposed schedule.

Qualifications, Related Experience and References

Technical experience in performing work of a closely similar nature; experience working with public agencies and multiple contractors; demonstrated success of proposed approach/methodology in past or current similar projects; strength and financial stability of the

firm; strength, stability, experience and technical competence of subcontractors and staff; assessment by client references.

C/CAG reserves the right to consider Proposer performance based on comments from submitted references. Experience and ability to perform work is a significant consideration.

Project Management

Availability and adequacy of qualifications of Project Leader; Plans and methods to accomplish the goals and objectives of this project; and capacity to perform the services within the proposed schedule.

Completeness of Response and Other Factors

Completeness of response in accordance with RFP instructions and any other relevant factors not considered elsewhere including optional tasks and features. The impact of these evaluation criteria will be included in the above technical criteria.

VII. Cost Proposal

Task #	Description	Unit Costs	Other Costs	Total Cost
1	Contract Management	N/A		$
2	Collect Data	N/A		$
3	Conduct Traffic Counts (55)	$ / INT		$
4	Development of Incident Response Framework	N/A		$
5	Development of Simulation Models	N/A		$
6	Development of Incident Management Plans	N/A		$
7	Development of Operations Manual	N/A		$
Total Cost (Tasks 1-7)		----		
8	Implementation of Incident Response Plans	$ / INT	$ / INT	N/A
9	Normal Operations Signal Timing Analysis	$ / INT	$ / INT	N/A

TASK 8 AND 9 ARE OPTIONAL

Name _____

Signature _____

Date _____

VIII. Summary of Traffic Control Elements

Traffic Signals on Alternate Routes	**230**
Traffic Signals adjacent to Alternate Routes. Signals may need evaluated.	**20**
Adaptive Traffic Signals on Alternate Routes. Signals will be controlled by an adaptive control system (ACS LITE) during normal operations. (4)	**10**
Traffic Signal Controller Types	Model 2070L Model 2070N Econolite ASC3
Traffic Signal Firmware Types	Caltrans TSCP (1) 4th Dimension (2) Econolite ASC3 (3) Adaptive (ACS Lite) (4)
Central Management System	KITS
TBS Control System	Skyline Envoy or District 4 ATMS

(1) Installed at Caltrans District 4 traffic signals
(2) Installed at local agency traffic signals except Redwood City
(3) Installed at Redwood City traffic signals
(4) Installed at Menlo Park traffic signals on SR-82